

**Policy for Reimbursement of Board Members
Representing EX-Ls at CUCRA/CUCEA Meetings
August 3, 2017**

Acronyms

Term	Meaning
CUCEA	Council of UC Emeriti Associations. One Association per campus.
CUCRA	Council of UC Retiree Associations. One Association per campus, plus LBNL, LLNL, LANL, and PARRA
UCOP	UC Office of the President.
JBC	Joint Benefits Committee. Joint between CUCEA and CUCRA. Prior to each CUCEA/CUCEA semi-annual meeting the JBC sends a report to the Associations and to UCOP

Nature of CUCRA

CUCRA meets semiannually with CUCEA at a UC campus. Each council meets separately and then together in a joint meeting. Of particular importance are the JBC and the appearance of representatives of UCOP at the joint meeting. Those representatives provide updates on UC and respond to the JBC report. This meeting has led, for example, to UCOP deciding against proposed changes to the health care system for retirees. Since UCOP decisions concerning campus retirees also concern LBNL retirees, it is critical for EX-Ls to be represented at the meetings. Secondary benefits are that each association can learn from the others, and campus retirees can learn something about the Lab since many either know very little about the Lab or have misconceptions.

Policy

An EX-Ls representative to CUCRA shall be designated well in advance of the Board meeting prior to CUCRA's next meeting. An alternate may also be designated.

An estimated reimbursement shall be determined at the Board meeting prior to registration due date of CUCRA's next meeting. The reimbursement shall be to the designated representative. However, the representative may share the reimbursement with the alternate if both are attending the meeting. If the representative will not be attending the meeting for whatever reason, then the reimbursement shall go to the alternate (if any). If neither the representative nor the alternate (if any) are attending, then the reimbursement may go to another member who is attending and has been approved by the Board to do so.

The policy deliberately takes into account a miss-match between the timing of CUCRA meetings and Board meetings. The CUCRA meetings are held towards the end of April and October. However, the registration and related fees are typically due at the end of

the prior month. Thus, the April and October Board meetings take place after the fees are due. As a consequence, Board decisions about reimbursement for CUCRA meetings need to be made at EX-Ls January and July meetings.

The person attending a CUCRA meeting and receiving a reimbursement has obligations in return. These include:

(a) Providing an estimated cost. This estimate should include transportation costs, registration fee, hotel, and any meals that are an integral part of the meetings. [The fee, hotel, and meals can be estimated from the last meeting.]

(b) Minimizing costs to the extent possible. This might include seeking a low airfare, sharing a ride with another person (not necessarily from EX-Ls) attending the same meeting, and using public transportation when possible.

(c) Submitting a written report to the Board prior to the next Board meeting.

(d) At the next Board meeting bringing up key points and responding to comments and questions.

(e) Submitting a much briefer report for the next EX-Ls Newsletter focusing on items that could have a direct impact on LBNL retirees. If there are no such items, then this report is not necessary.

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